

**Memorandum of Understanding**

**between  
Mercer Island Certificated Education Association ("MIEA")  
and  
Mercer Island School District ("District")**

**Concerning Two (2) Inclement Weather Days - 2019**

This Memorandum of Understanding ("MOU") reflects an agreement between the MIEA and District (together, the "Parties") to address two (2) inclement weather days that were missed during February 2019. This MOU is "onetime" and non-precedent setting.

In order to ensure that no employee suffers a loss of pay due to the inclement weather and in order to provide employees flexibility in completing these hours, the Parties agree to the following:

All MIEA certificated employees who missed workdays due to inclement weather and who work less than 260 days may makeup this missed work by choosing one of the following options:

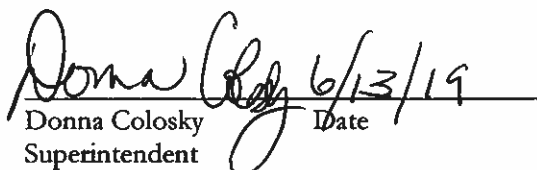
1. Working a total of six (6) hours, or the minimum amount of instructional time that would constitute two full student days. Such work must occur outside of the employee's regularly scheduled contract day and be completed on or before August 31, 2019, if the employee is not returning for the next academic year or by December 13, 2019, if the employee is returning 2019-20 school year. Some options for this makeup work include, but are not limited to:
  - a. Participation in Right Response training, optional Safe Schools training, Certification, safety training, CCS;
  - b. Additional, outside of the contract day work applicable to the employee's current assignment (e.g. summer, evening, morning meetings, weekends);
  - c. PLC meetings that occur outside of the regular work day (summer meetings, evening, early morning, weekends);
  - d. Work not otherwise time-carded or occurring within the employee's contract day; or
  - e. Live or online course or workshops applicable to employee's current assignment.

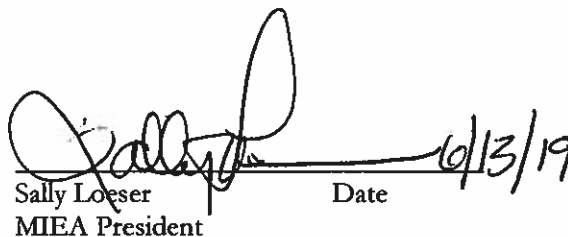
Such work can be completed at the employee's discretion but will not be counted time toward the employee's scheduled workweek.

The employee is responsible for documenting the employee's inclement weather makeup hours on the attached form ("Inclement Weather Makeup Hours Form").

>>>>> OR <<<<<

2. Using applicable paid leave (Personal Leave; Sick Leave (maximum of 3 days/year); or Vacation Time).

  
Donna Colosky  
Superintendent  
Date 6/13/19

  
Sally Loeser  
MIEA President  
Date 6/13/19

## Inclement Weather Make-Up Form

2018-2019

Work Performed	Date	Hours Worked
	<b>Total Hrs.</b>	<b>/ 6 hours</b>

*Examples of possible work: Participation in Trainings, PLC Meetings, Online/Live Courses or Workshops, school work Outside of Regular Workday...*

*If you wish to receive clock hours for the work you list, please attach any training registration or certificates to this Form. If clock hours are earned while completing inclement weather makeup hours, please ensure to record them and keep copies for your records. Paraeducators: please record any paraeducator certification training completed and retain any documentation of the same.*

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Signature\*: \_\_\_\_\_ Date: \_\_\_\_\_

Once complete, please remit this Form to payroll.

The employee should retain a copy of the completed, signed form for the employee's records

\*Signature to Acknowledge Receipt of Form.